

WAYNE NATIONAL FOREST

Outreach Notice

TEMPORARY EMPLOYMENT 2013

Wayne National Forest



Wayne National Forest

The Wayne National Forest is located in the hills of southeastern Ohio. This small national forest, in the heart of the heavily populated Midwest, covers almost a quarter million acres of Appalachian foothills. The Wayne is divided into three blocks administered by two Ranger Districts at Athens and Ironton. A field office is also located east of Marietta.

Visitors to national forest lands are welcome to camp, hike, hunt and fish. The Forest boundaries surround a checkerboard pattern of ownership, with public and private ownership interspersed.

There are over 300 miles of trails on the Forest for hiking, [all-terrain vehicle \(ATV\) riding](#), mountain biking, or horseback riding.

A variety of temporary jobs will be available in a limited number through-out the offices on the Wayne National Forest. These positions will be in Timber, Recreation, Administration, Wildlife and Botany. It is recommended that you apply as soon as possible to be considered for any of these positions, as hiring will begin in March and continue through May.

Information Receptionist Postions (Frontline): This position greets visitors and responds to phone and written inquiries, which often requires an explanation in general terms of functions of the Agency to distinguish among and between function related to the subject of the inquiry. Evaluates inquires in order to provide the most useful and appropriate information or to suggest other productive sources of specific information applicable to the nature and subject of inquiry. Resolves inconsistencies in available information and if necessary, refers difficult questions to the supervisor for resolution. Assists in arranging displays of informational and natural materials in the reception area. Varies or changes displays to coincide with seasonal changes, and special public information programs. Uses imagination and good taste to achieve desirable results. Uses word processing software and printing equipment to create, copy, edit, store, retrieve, and print a variety of standardized documents using a glossary of prerecorded formats, form letters, standard paragraphs, and mailing lists.

GS 3 Announcement #TEMPOCR-0303-3-INFO-DT (Forest-wide – Pedro, Nelsonville)

Link to GS-3 job announcement: <https://www.usajobs.gov/GetJob/ViewDetails/335316100>

Timber Stand Improvement Positions: This position performs technical duties in timber stand improvement and reforestation. Major duties include timber stand improvement work such as thinning, mid-story control, crop tree release, timber stand exams, site preparation, and invasive species control. Timber stand improvement and invasive species control will utilize mechanical (chainsaw work) and chemical (herbicide application) methods. The incumbent will be responsible for calibrating and inspecting herbicide application equipment on a regular basis; mixing, loading, and applying herbicide in accordance with label recommendations; and recording and maintaining accurate daily herbicide application records. Additional duties may include: monitoring previously treated sites; inputting, managing and analyzing data; and providing assistance in other projects related to natural resource management. The incumbent will be required to observe all known safety precautions when handling chainsaws and herbicides, and the use of standard safety equipment will be required. Applicants with prior chainsaw and state herbicide licensure qualifications are desired. Certification or license will be required to operate chainsaws and/or apply herbicide/pesticide chemicals. Training in herbicide application will be provided. Chainsaw operators are required to have (S-212 or MTDC course) training through a USFS, BLM or other US Gov't agency. Training may be offered, but is pending upon a qualified trainer available by the Forest. A valid state driver's license and willingness to apply herbicides are a requirement of this job. Work will be done in all weather conditions. Hiking and walking on uneven terrain, lifting up to 75 pounds, occasional long hours and working in hot, humid environments will also be required. Applicants possessing basic wild-land fire-fighting qualifications and having a current pack test to participate on prescribed burning and/or wild-land fire assignments are desired. Applicants may be trained additionally to help with timber sale prep and other duties as assigned.

The ability to identify eastern North American flora, especially southern Ohio trees and plant species is greatly desired. Applicants must be able to work individually or as a member of a team. Experience with GIS and GPS, as well as basic computer skills and first aid familiarity are desired. Successful applicants must be highly motivated, attentive to detail, and enthusiastic about working outside, in hilly areas and in various weather conditions (rainy, hot/humid, etc.) for 8-10 hours per day.

GS 4 Announcement # TEMPOCR-0462-4-TSI-DT (Forest-wide - Pedro, Nelsonville)

Link to GS-4 job announcement- <https://www.usajobs.gov/GetJob/ViewDetails/331689700>

GS 5 Announcement # TEMPOCR-0462-5-TSI-DT (Forest-wide - Pedro, Nelsonville)

Link to GS-5 job announcement- <https://www.usajobs.gov/GetJob/ViewDetails/331691500>

Biological Science Technician (Plants) Positions: The incumbent provides habitat management work along with a variety of tasks in support of the Forest's Botany, Wildlife and Invasive Species programs. These positions involve the following activities: operation of government vehicles, identification of native and invasive plant species, navigating off-road with topographic maps and GPS, the manual, mechanical and chemical control of invasive plants, seeding and transplanting native plants, weeding and other duties as necessary. Training in herbicide application will be provided. A valid state driver's license and willingness to apply herbicides are a requirement of this job. The incumbent is responsible for documenting daily herbicide applications, reporting spills or unexpected exposures of herbicides, invasive plant mapping and data input into various natural resource databases. Work will be done in all weather conditions. Hiking and walking on uneven terrain, lifting up to 75 pounds, occasional long hours and working in hot, humid environments will be required.

Additional duties may include conducting vegetation surveys and monitoring, collecting native plant materials, working with the Wildlife Technician(s) on projects, and other duties as assigned. The ability to identify eastern North American flora, especially southern Ohio trees and plant species is greatly desired.

Applicants must be able to work individually or as a member of a team. Experience with GIS and GPS, as well as basic computer skills and first aid familiarity are desired.

GS 4 Announcement # TEMPOCR-0404-4-PLANTS-DT (Irononton Ranger District - Pedro)

Link to GS-4 job announcement- <https://www.usajobs.gov/GetJob/ViewDetails/333677900>

GS 5 Announcement # TEMPOCR-0404-5-PLANTS-DT (Irononton Ranger District - Pedro)

Link to GS-5 job announcement- <https://www.usajobs.gov/GetJob/ViewDetails/333698100>

Forestry Technician (Recreation) Positions: This position assures recreation areas and trails are maintained in accordance with standards. Constructs and rehabilitates minor recreation facilities and trails. Makes safety checks of public use areas and takes corrective action. On occasion, directs or leads one or two lower grade employees engaged in recreation maintenance and/or contract work. Makes day-to-day assignments and ensures quality of completed work.

GS 3 Announcement # TEMPOCR-0462-03-GEN-DT (Athens Ranger District – Nelsonville or Marietta)

Link to GS- job announcement- <https://www.usajobs.gov/GetJob/ViewDetails/329217600>

GS 4 Announcement # TEMPOCR-462-4-REC-DT (Forest-wide – Pedro or Nelsonville)

Link to GS-4 job announcement- <https://www.usajobs.gov/GetJob/ViewDetails/329379900>

YCC Crew (Leader) Positions: This position will serve as a leader/work supervisor for a summer crew with up to five high school students, completing trail and recreation maintenance. The candidate will work closely with the District recreation staff. This position will require working outdoors in various terrain and weather conditions. Work day hours are 7:00am – 3:30pm.

GS 4 Announcement # TEMPOCR-462-4-REC-DT (Athens Ranger District – Nelsonville or Marietta)
Link to GS-4 job announcement- <https://www.usajobs.gov/GetJob/ViewDetails/329379900>

Fire Positions: This position serves as a skilled crewmember on an engine. As an assistant on a wildland fire engine, works as a trainee engine operator driving the engine, operating the pump and making hose lays under the direction of the engine foreman. May drive and operate the fire engine or apparatus. Responsible for positioning the fire engine or apparatus for safe and efficient operation. Services and makes minor repairs to engine; inspects, checks and services accessories such as pump, water lines, tank, reels, or pump power plant; and keeps in fire readiness. Inspects, cleans and stows hose. Makes emergency repairs and adjustments of pumps while in use. Receives training and performs simple engine operation duties. Performs basic fireline activities such as line construction, hose layout, operations of pumps and accessories, lopping and scattering of fuels using hand tools and holding, patrolling, monitoring, and mop-up operations. Moves dirt, chops brush, small trees, etc. to construct fire line. Is responsible for observing the rules of wildland firefighting safety. Applies practices and techniques to minimize resource damage. Independently or with one or two other crewmembers may be assigned to carry out specialized assignments such as tree falling, backfire and burnout, mobile and stationary engine attack. Serves as a skilled wildland firefighter on an organized crew during prescribed burns, monitoring and controlling the fire, and collecting data on fire weather and fire behavior.

GS 4 Announcement # TEMPOCR-0462-4-ENGINE-DT (Athens Ranger District - Nelsonville)
Link to GS-4 job announcement- <https://www.usajobs.gov/GetJob/ViewDetails/331772400>

Biological Science Technician (Wildlife) Positions: The incumbents provide habitat management work on the Athens Ranger District and data entry for the Supervisor's Office, performing a variety of tasks in support of the Forest's Botany, Wildlife and Invasive Species programs. This position's primary duties would include wildlife data entry, surveying for selected wildlife species by sight and/or sound, and working with invasive plant crew (see below). Other duties may include plant surveys and monitoring, wildlife monitoring, trail maintenance, and additional duties as assigned. Basic computer skills (Word and Excel) required. GIS (ArcGIS) experience is preferred. Experience with GPS and topo map navigation, southern Ohio plant and tree species and non-native invasive plant identification skills, and first aid familiarity are desirable. Applicants must be willing and able to work alone in remote forest locations or with others in a team setting, as well as completing office work.

These positions involve the following activities: operation of government vehicles, identification of native and invasive plant species, navigating off-road with topographic maps and GPS, the manual, mechanical and chemical control of invasive plants, seeding and transplanting native plants, weeding and other duties as necessary. Training in herbicide application will be provided. A valid state driver's license and willingness to apply herbicides are a requirement of this job. The incumbent is responsible for documenting daily herbicide applications, reporting spills or unexpected exposures of herbicides, invasive plant mapping and data input into various natural resource databases. Work will be done in all weather conditions. Hiking and walking on uneven terrain, lifting up to 75 pounds, occasional long hours and working in hot, humid environments will be required. Additional duties may include conducting vegetation surveys and monitoring, collecting native plant materials, working with the Wildlife Technician(s) on projects, and other duties as assigned. The ability to identify eastern North American flora, especially southern Ohio trees and plant species is greatly desired. Applicants must be able to work individually or as a member of a team. Experience with GIS and GPS, as well as basic computer skills and first aid familiarity are desired.

GS 4 Announcement # TEMPOCR-0404-4-WLDLF-DT (Athens Ranger District/Supervisors Office - Nelsonville)
Link to GS-4 job announcement- <https://www.usajobs.gov/GetJob/ViewDetails/336078000>

All temporary seasonal hires will be subject to the availability of funding.

Positions are projected to last three to six months, April 2013 through September 2013, but may be shortened or extended depending on funding, applicant availability, and/or a successful execution of the duties described above.

Successful applicants must be highly motivated, attentive to detail, and enthusiastic about working outside, in hilly areas and in various weather conditions (rainy, hot/humid, etc.) for 8-10 hours per day.

Housing is not available. Transportation to and from the duty location is the responsibility of the incumbent. No public transportation is available.

Attached is our Outreach Reply Form. Please fill the form out and let us know what position or positions you are interested in applying for. Please return this form to Ann Grasso, Administrative-Resources Group Leader at:

Mail: 13700 US HWY 33, Nelsonville, OH 45764, or

Email: agrasso@fs.fed.us or

Fax: 740-753-0118

For position information applicants can contact:

Timber Stand Improvement Positions:

Forest Wide: Athens Ranger District
Ironton Ranger District

Warren Tucker (740) 753-0890
Chad Fitton (740) 534-6536

wtucker01@fs.fed.us
cfitton@fs.fed.us

Information Receptionist Position (Frontline):

Ironton Ranger District
Athens Ranger District

Donna Stephenson (740) 534-6527
Connie Macek (740) 753-0554

dstephenson@fs.fed.us
cmacek@fs.fed.us

Biological Science Technician (Plants) Positions:

Ironton Ranger District:

Chad Fitton (740) 534-6536

cfitton@fs.fed.us

Biological Science Technician (Wildlife) Positions:

Athens Ranger District/Supervisors Office:

Katrina Schultes (740) 753-0901
Cheryl Coon (740) 753-0558

kschultes@fs.fed.us
ccoone@fs.fed.us

Forestry Technician (Recreation) Positions:

Forest Wide: Athens Ranger District
Ironton Ranger District

Dawn McCarthy (740) 753-0527
Carol Boll (740) 534-6532

dmccarthy02@fs.fed.us
cboll@fs.fed.us

Fire Position:

Athens Ranger District

Dan Anerino (740) 753-0909

danerino@fs.fed.us

YCC Crew Leader

Athens Ranger District

Dawn McCarthy (740) 753-0527

dmccarthy02@fs.fed.us

HOW TO APPLY: go to <https://www.usajobs.gov/>

Step 1—Create a USAJOBS account (if you do not already have one). It is recommended that as part of your profile you set up automatic email notification to be informed when the status of your application changes. If you choose not to set up this automatic notification, you will need to log into your USAJOBS account to check on the status of your application.

Step 2 — Create a resume with USAJOBS or upload a resume into your USAJOBS account profile. You may want to customize your resume to ensure it accurately depicts your duties and accomplishments as they pertain to the position for which you're applying. Include accurate information about the length of time you performed such duties as it is a key factor in determining whether or not you qualify for a specific grade. In addition, your resume must support your responses to the online questionnaire (you may preview the online questionnaire by clicking on the link at the end of the "How You Will Be Evaluated" section of the job announcement).

Step 3 — Search for the job announcement number or simply click on the provided hyperlink. Please read the entire announcement and all the instructions before you begin. Click "Apply Online" and follow the prompts to complete the "Occupational Questionnaire" and attach any additional documents that may be required. Make sure you select **either Nelsonville, Marietta or Pedro** as the location in order to apply for a job with the Wayne National Forest.

☐ You may update your application or documents anytime while the announcement is open. Simply log into your USAJOBS account and click on "Application Status." Click on the position title, and then select "Update Application" to continue.

☐ If you need assistance with navigating through the USAJOBS website, please visit: https://help.usajobs.gov/index.php/Main_Page

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If you have any general questions, please feel free to contact Ann Grasso, Administrative-Resources Group Leader at (740) 753-0852 or agrasso@fs.fed.us.

OUTREACH REPLY FORM
USDA, Forest Service, Wayne National Forest
Temporary Positions for 2013

Please respond by March 15, 2013

NAME: _____

E-MAIL ADDRESS: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

AGENCY EMPLOYED WITH: USFS ____ BLM ____ OTHER ____

TYPE OF APPOINTMENT *IF* CURRENT GOVERNMENT EMPLOYEE:

____ PERMANENT ____ TEMPORARY ____ TERM
____ VRA ____ PWD ____ OTHER

CURRENT REGION/FOREST/DISTRICT (IF APPLICABLE): _____

CURRENT SERIES AND GRADE (IF APPLICABLE): _____

CURRENT POSITION TITLE: _____

How did you hear about this position? Organization Name _____

Agency Contact _____ Other _____

WHAT TEMPORARY POSITION(S) ARE YOU INTERESTED IN APPLYING FOR:

Information Receptionist:	Nelsonville _____	Pedro _____
Timber Stand Improvement:	Nelsonville _____	Pedro _____
Bio Science Tech (Plant):	Nelsonville _____	Pedro _____
Bio Science Tech (Wildlife):	Nelsonville _____	Pedro _____
Forestry Tech (Recreation)	Nelsonville _____	Pedro _____
Forestry Tech (YCC Leader)	Nelsonville _____	Marietta _____
Fire:	Nelsonville _____	

IF NOT A CURRENT PERMANENT (CAREER OR CAREER CONDITIONAL) EMPLOYEE, ARE YOU ELIGIBLE TO BE HIRED UNDER ANY OF THE FOLLOWING SPECIAL AUTHORITIES:

____ **PERSON WITH DISABILITIES**
____ **VETERANS READJUSTMENT**
____ **DISABLED VETERANS W/30% COMPENSABLE DISABILITY**
____ **VETERANS EMPLOYMENT OPPORTUNITIES ACT OF 1998**
____ **FORMER PEACE CORPS VOLUNTEER**
____ **PATHWAYS INTERNS/STUDENT CAREER EXPERIENCE PROGRAM/JOB CORP**
____ **OTHER** _____